



Town of Arlington, Massachusetts
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Minutes 1/06/2011

Capital Planning Committee
Meeting Minutes
January 6, 2011

In attendance were:

Steve Andrew*
Adam Chapdelaine
John FitzMaurice*
Charles Foskett, Chairman
Steve Gilligan
Diane Johnson
Ruth Lewis
Anthony Lionetta
Barbara Thornton

* Denotes those not in attendance

1. Meeting Opened: Charlie Foskett called the meeting to order. CPC members were provided with various Capital Plan materials (Capital Plan & Budget, Cash Plan, Bond Plan and so forth) for two scenarios (Base & Scenario A described below). The memorandum of the 12/16 meeting was reviewed and approved.
2. Stratton School Funding: It was decided to leave the funding for Stratton School as it is in the plan. Steve Gilligan confirmed and the Committee agreed that, funds can be borrowed from the Fire Station surplus, if need be. Adjustments can be made as necessary after the bids come in. Also, the Town needs to hear on whether the State Green Grant will be approved (bid information expected by February, grant award in April to June). If there are funds remaining after the bid and construction process, the CPC may consider their use for furniture replacement at Stratton.
3. Community Safety Building: Charlie Foskett reported on a communication from Jon Cole of the PTBC on the need for a greater amount to work and capital expenditure (as compared to previously thought) to properly address and correct the exterior envelope of the Community Safety Building. PTBC provided a very recent report by the Architect outlining evaluations, needs and costs. The result is that the cost of Phase 2 of the program needs to be increased from the previous estimate of \$935k to \$2.4k (the latter includes all costs including design). The CPC agreed to include \$232k for design services for Phase 2 into the FY2012 Budget and look to fund the balance in FY 2013.
4. Overall Budget: Adam Chapdelaine reported that we should know more about the overall State budget plan when the Governor addresses the MMA on January 26.
5. "Fitting" the Plan: The CPC jointly reviewed the Plan get it to conform to the 5% target. This was done using the Cash and Bond Plans for two capital plan scenarios. These included a base plan, which represents plan with the various recommendations/modifications of the Sub-committees. Scenario A represents an initial attempt to fit the Base Plan into the plan parameters. The Cash and Bonds plans were reviewed, modifications made and voted by

the CPC. Charlie Foskett will make the voted changes electronically and re-issue the CPC materials to the Committee.

6. Next Meeting: The CPC will meet prior to the FinCom presentation in February. Date February 10, 2011 at 5:00 PM in First Floor Conference Room. A noted agenda item to be addressed is a follow up by Barbara Thornton on the proposed Building Maintenance Policy

7. Adjournment: Meeting adjourned at 7:30.